GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Energy Department – The Andhra Pradesh Lifts and Escalators Rules, 2025 to make under the Andhra Pradesh Lifts and Escalators Act, 2025 (Act No.3 of 2025) – Notification - Orders - Issued.

==========

ENERGY (POWER-II) DEPARTMENT

G.O.Ms.No.31 **Dated:13.03.2025**

Read the following:-

1. The Andhra Pradesh Lifts and Escalators Act, 2025 (Act No.3 of 2025)
2. From DES & CEIG, Guntur, Lr.No.DES & CEIG/Tech/LIFT ACT& RULES/D.No.380 /2025, Dated12.03.2025.
3. G.O.Ms.No. 30, Energy (Power.II) Dept., Dt.13.03.2025.

***

ORDER:

1. In the reference second read above, the Directorate of Electrical Safety & Chief Electrical Inspectorate to Government of Andhra Pradesh has submitted the draft of "The Andhra Pradesh Lifts and Escalators Rules, 2025" with a request to issue the same by a notification in light of the provisions of the Andhra Pradesh Lifts and Escalators Act,2025 referred in the first read above.

2. The Government after careful examination of the matter have decided to make "the Andhra Pradesh Lifts and Escalators Rules, 2025" as per the provisions of the said Act.

3. Accordingly, the following Notification will be published in the Extraordinary issue of Andhra Pradesh Gazette, dated:13.03.2025.

NOTIFICATION

In exercise of the powers conferred by section 27 of the Andhra Pradesh Lifts and Escalators Act, 2025 (Act No 3 of 2025), the Government hereby makes the following rules:-

1. Title and Commencement:

1) These rules may be called the Andhra Pradesh Lifts and Escalators Rules, 2025.

2) They shall extend to the whole of the State of Andhra Pradesh.

3) They shall come into force at once.

2. Definitions:

(1) In these rules, unless the context otherwise requires,

a) "Act" means the Andhra Pradesh Lifts and Escalators Act, 2025 (Act No.3 of 2025);
b) "Annexure" means an Annexure appended to these rules;
c) "Form" means a form appended to these rules; and

(2) The words and expression used in these rules but not defined shall have the same meaning assigned to them in the Act and the Electricity Act 2003 and Regulations made there under.

3. Permission to erect or install a Lift or Escalator:

(1) Every owner of a place intending to erect or install a Lift or Escalator shall make an application in case of a Lift in Form- A1 and in case of an Escalator in Form-A2 to the Chief Inspector of Lifts and Escalations/ the Inspector of Lifts and Escalators for obtaining permission for the erection or installation of the Lift or Escalator. Every such application shall be accompanied by the following namely: -

(i) Computer print or blue print of drawing drawn to a scale of not less than 1:100 of the installation duly signed by the applicant and the registered person. Drawing of computer print or blue print shall include following particulars, namely:-

(A) In case of a Lift:-

(a) Location of the Lift with respect to the building;
(b) General Layout of each Lift Installation;
(c) Plan and sectional elevation of Lift shaft, Lift machine room, and Lift car;
(d) Arrangement of doors;
(e) Number of floors to be served and total travel;
(f) Lift well enclosure;
(g) Size and position of the equipment relating to the Lift well;
(h) Position of hoisting machines;
(i) Wiring diagram of Lift well enclosure, machine room, control panel, and Lift equipment with all wiring, light points and switches; and
(j) Earthing scheme with size of earth leads, method of construction of earth electrodes, location of earth pits;

(B) In case of an Escalator:-

(a) Location of the Escalator;

(b) General layout of Escalator Installation;
(c) Plan and Sectional elevation of Escalator;
(d) Angle of inclination of Escalator with the horizontal;
(e) Width of Escalator;
(f) Vertical rise of the Escalator;
(g) Arrangement of track and trusses or girders;
(h) Size and Position of machine room with respect to the Escalator;
(i) Details of complete step treads and complete assemblies;
(j) Wiring diagram of machine room, control panel, and the Escalator equipment;
(k) Position or location of main switches or power supply panel; and
(l) Earthing scheme with size of earth leads, method of construction of earth electrodes, location of earth pits.

(ii) A copy of the building plan approved by the competent authority duly self certified; along with latest tax paid receipt.

(iii) In case of a Company, Memorandum of Association and Articles of Association and in case of a partnership firm partnership deed along with tax paid details. In case of a partnership firm all the partners of the firm and in case of a registered company not less than two third of total number of Directors may resolve and issue an authorization letter to the authorized signatory to sign the application, completion report, etc. on behalf of the firm or company as the case may be.

(iv) An original Treasury challan for having remitted the fee as specified in Annexure 4.

(v) Declaration in Form-A3 from the registered person to whom the installation or erection work is entrusted.

(2) The erection or installation permission granted shall be in Form-A4.

4. License to use a Lift or Escalator:

(1) Every owner of a place who is permitted to erect a Lift or Escalator, after completion of the erection of such Lift or Escalator shall make an application in Form-B1 for grant of license to use, to the officer authorized under sub section (1) of section 15 of the Act.

(2) Every such application shall be accompanied by the following namely:-

(i) Completion report of the Registered person in respect of Lift in Form-B2 and in respect of Escalator in Form-B3;
(ii) Original Treasury challan for having remitted the inspection fee as specified in Annexure 4;
(iii) Copy of manufacturer test certificates for the following namely:-

(A) In case of Lifts:-

(a) motor or machine.
(b) over speed governor .
(c) controller.
(d) buffers.
(e) door drive.
(f) Lift Car and Landing door fire rating.
(g) main hoist and governor rope .
(h) electrical travelling cable.

(B) In case of Escalators :-

(a) motor and machine.
(b) over speed governor.
(c) controller.

(3) The Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators shall, after making such enquiry and inspection as may be necessary may grant license to use Lift in Form-B4 and Escalator in Form-B5 for Five years as the case may be subject to such terms and conditions as specified in rule 12.

5. Renewal of license to use a Lift or Escalator:

(1) Every owner of a Lift or Escalator shall make an application for renewal of license three months before the expiry of the license in Form-C1 along with the original license to the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators along with test certificate of registered person in Form-C2 for Lift and in Form-C3 for Escalator and an original Treasury Challan for having remitted renewal fee as specified in Annexure 4.

(2) On receipt of application, the Authorized officer shall, after making such enquiry and inspection as may be necessary may renew the license for further period of Five years for use of Lift in Form-B4 and for use of Escalators in Form-B5, as the case may be, subject to such terms and conditions as specified in rule 12.

(3) In the event of the holder of a license failing to renew the license before the date of its expiry in the said manner, the

license shall become invalid and a fresh license shall have to be obtained.

6. Requirement for registration of manufacturer or maker or other person:

(1) Any manufacturer or maker or other Person who intends to either erect or install or carryout periodical testing and maintenance of Lifts or Escalators, shall register with the Chief Inspector of Lifts and Escalators by making an application in Form-D1 along with the Registration fee as specified in Annexure 4.

(2) Every application for registration in Form-D1 shall be accompanied by the following, namely:-

i. Proof of address of business premises i.e., copy of ownership document or rental or lease agreement and latest tax paid receipt;
ii. Communication Proof;
iii. Product Catalogue of the company;
iv. List of equipment and Critical spares maintained, as listed in Annexure-2;
v. List of erection tools as listed in Annexure-3; and
vi. Trade license for the premises issued by the Local Authority.

(3) In addition to the above the person seeking registration shall furnish any other relevant testimonials or documents when sought by the Chief Inspector of Lifts and Escalators.

(4) On receipt of such application, the Chief Inspector of Lifts and Escalators after conducting such enquiry and inspection as may be necessary may require the applicant to furnish such information as required under rule 8 and after satisfying the conditions specified therein, may either register or refuse to register for the reasons to be recorded in writing.

(5) The Registration initially granted under this rule shall be in Form-D2 and valid for a period of three years from the date of grant by the Chief Inspector of Lifts and Escalators.

(6) An applicant whose registration previously had been cancelled on grounds of malpractice shall be disqualified for registration.

7. Requirement for renewal of Registration for manufacturer or maker or other person:

(1) Registered person under rule 6 shall apply for renewal of the same in Form-D3 within 90days before the expiry of registration along with the renewal of Registration fee as specified in Annexure 4 to the Chief Inspector of Lifts and Escalators Provided that,

applications may also be submitted within 90 days after the date of expiry of the registration, with a penal fee specified in the Annexure 4.But if the applications received after grace period of 90 days, the registration shall be treated as lapsed and fresh registration has to be obtained on payment fee prescribed in Annexure 4.

(2) Every application for renewal of registration shall be accompanied by the following documents, namely:-

a) List of erection and maintenance team or staff along with supporting documents for having fulfilled conditions mentioned in rules 8 and 9;

b) A copy of the valid Electrical Contractor License in his possession Supervisor and Wiremen Permits endorsed to his own license;

c) The fee in the form of challan as specified in the Annexure-4 having fulfilled conditions mentioned in rules 8 and 9;

(3) On receipt of such application the Chief Inspector of Lifts and Escalators after conducting such enquiry, inspection and may call for such information as necessary and may renew the registration for a further period of three years in Form "D2" subject to terms and conditions specified in rules 8, 9 and 10 or refuse to renew the registration for the reasons to be recorded in writing.

8. Conditions for Registration:

Any person including manufacturer or maker or other person of Lift or Escalator intending to erect or undertake maintenance shall fulfill the following requirements, namely:-

(a) The applicant must have attained the age of 21 years as on the date of receiving application and has passed tenth standard examination. In the case of a company the Managing Director, the Manager incharge or in case of partnership firm, Manager or Managing Partner shall satisfy the said conditions.

(b) The applicant shall not utilize the existing or similar trade names or seek company or firm names which are already registered.

(c) If the registration is sought for a partnership firm, the firm must have registered with the Registrar of Firms or if the registration is sought for a registered company the same must have registered with the Registrar of Companies and a copy of Memorandum and Articles of association approved by the Registrar of Companies shall be accompanied with application. In case of a partnership firm all the partners of the firm and in case

of a registered company not less than two third of total number of Directors must resolve and issue an authorization letter to the authorized signatory to sign the application, completion report, etc. on behalf of the firm or company as the case may be.

(d) The applicant shall have an exclusive business premises to carry out business incidental to grant of registration and shall be easily accessible and located within territory of the State of Andhra Pradesh duly licensed for that purpose.

(e) The applicant shall furnish the bank guarantee certificate to an extent of five lakhs rupees from nationalized bank duly addressed to the Chief Inspector of Lifts and Escalators.

(f) The person seeking registration shall have the following minimum qualified staff on regular employment, namely:-

(i) At least one person with Batchelor of Engineering Degree or Diploma in Mechanical Engineering from recognized university or institution with two or four years of experience respectively in erection of Lifts or Escalators.

(ii) At least one person with Batchelor of Engineering Degree or Diploma in Electrical Engineering from recognized university or institution with two or four years of experience respectively in erection of Lifts or Escalators. The Electrical Engineering degree or diploma holder shall have valid Electrical Supervisor Competency certificate and Supervisor (Utilisation) permit" issued under the Andhra Pradesh Electrical Licensing Rules, 2025.

(iii) Three number of Technicians with qualification of Industrial Training Institute (ITI) or its equivalent, (one with Electrician Trade, one with Fitter Trade and another one with Electronic Mechanic or Instrumentation Mechanic Trade OR one with certificate course in Lift or Elevator technology or equivalent from the recognized institution for erection purpose. The technician in Electrician Trade shall have valid " Wireman Competency Certificate and Wiremen Permit" issued under the Andhra Pradesh Electrical Licensing Rules, 2025.

(iv) For Maintenance Wing:- One Maintenance team of three technicians for Maintenance of every fifty Lifts or Escalators in a calendar year (one with Electrician Trade, one with Fitter Trade and another one with Electronic Mechanic or Instrumentation Mechanic Trade OR one with certificate course in Lift or Elevator technology or equivalent from the recognised Institution. The technician in Electrician Trade shall have valid Wireman Competency Certificate

and Wiremen Permit" issued under he Andhra Pradesh Electrical Licensing Rules, 2025.

(v) For Service Station Wing:- A responsible person shall be available round the clock in the service station or Office for responding to complaints;

Provided that in case of a Registered person for the purpose of only maintenance of Lift and Escalator shall have the minimum staff referred in sub- clause (iv) and (v) with one engineer specified in clause (i) or (ii).

(g) The Person seeking registration shall posses Electrical Contractor License not below 11 K.V.

(h) The person seeking registration shall have a workshop or logistic centre in his own possession or on rent or lease basis within the state of Andhra Pradesh with independent facility and telephone and such workshop or logistic centre shall be equipped with the following minimum machineries and testing instruments either stationary or portable, namely:-

(i) Lathe machine;
(ii)Drill machine of minimum 16 mm capacity;
(iii)Hammer drilling machine of 24 mm;
(iv)Welding machine of 5 kVA or above;
(v)bending machine with 5 H.P or above;
(vi)cut-off machine (power operated);
(vii)Chain pulley block of 3 tonne capacity;
(viii)Clip on meter (tong tester) for measurement of voltage, current etc;
(ix)Tachometer;
(x)Rope tension gauge;
(xi)Tests weight for over balancing and static balancing;
(xii)Physical measurement tool (PMT) for measuring speed, auxiliary jerk, distance travelled, vibration (where the testing of Lifts with speed exceeds more than 1.5 mps);
(xiii)Decibels meter to measure the noise level;
(xiv)Crimping tool; and
(xv) Torque wrench for testing of bolts and nuts;

Provided, that in case of a person seeking registration having his own manufacturing unit within the state of Andhra Pradesh, he shall not be required to have a separate workshop but he shall be required to have the minimum machineries and instruments as mentioned above.

(i) The person seeking registration shall have necessary tools, safety gadgets, and headgears as listed in Annexure-1 for entire staff engaged in the work of erection and maintenance.

(j) The person seeking registration shall have suitable independent vehicles in his possession for transportation of materials;

Provided that when the number of Lifts, Escalators under maintenance in a city or town other than the city where the main office is situated exceeds fifty, additional service station shall be established in such city or town having facilities as required.

(k) The person seeking registration shall posses a copy of Act and these rules and the relevant code of practices prescribed by the Bureau of Indian Standards for installation and maintenance of Lifts or Escalators.

9. Registered person to abide by the Conditions:-

(1) The Registered person shall execute an agreement with the owner of Lifts and Escalators in Form-E1.

(2) The Registered person shall intimate the date of commencement of work of installation or erection or addition or alteration to any Lifts or Escalators in Form-E2 to the concerned Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators.

(3) The Registered person shall display a bill board at the entrance of the installation in the Form-E3 containing the name of registered firm, name of registered person, name of the supervising engineer, names of the technicians and apprentice technicians with their license or permit number with validity, and details of installation or erection, addition or alteration work undertaken.

(4) The Registered person shall maintain the registers showing the details of:-

(i) Supervising engineer, technicians, and apprentices working for him in Form-E4;
(ii) Attendance register of employees in Form-E5;
(iii) Work allocation register in Form-E6;
(iv) Materials issue register in Form-E7;
(v) Number of Lifts or Escalators for which erection permission is obtained in Form-E8;
(vi) Number of Lifts or Escalators approvals for use obtained in Form-E9; and

(vii) Number of Lifts or Escalators for which maintenance contract is obtained in Form-E10.

(5) The Registered person shall maintain reports for tests conducted in Form-C2 and Form-C3 on all Lifts or Escalators maintained by him.

(6) The Registered person shall conduct at least two awareness programmes in a financial year to educate Children and Adults about the risks, and safe way to use Lifts or Escalators. These awareness programmes shall be conducted in schools and residential housing complexes, apartments, malls, commercial and office complexes etc., in which they have maintenance contract.

(7) The Registered person shall train and issue Training Certificate to eligible persons in Form-F to operate every Lifts or Escalators installed by him.

(8) Any accident in the operation of any Lift or Escalator maintained by any registered person, results or is likely to have resulted in loss of human life or injury to any person, he shall inform the concerned authorities for investigation within twenty four hours of the occurrence of the accident over telephone and shall furnish the report of detailed causes leading to the accident, within forty eight hours, to the Inspector of Lifts and Escalators.

10. Conditions for renewal of registration of a registered person:-

The Registered person intending to renew their Registration for erection or maintenance of Lift or Escalator in the State shall fulfill the following conditions, namely:-

a) the Company shall possess a copy of the Act and these rules and the relevant code of practices prescribed by the Bureau of Indian Standards for installation and maintenance of Lifts and Escalators;

b) shall produce proof for having conducted at least two safety awareness programmes on safe usage of Lifts and Escalators in a financial year.

c) shall produce proof for having trained and issued training certificate in Form-F to operate every Lifts or Escalators installed by him; and

d) shall fulfill conditions specified rules 8 and 9.

11. Issue of duplicate copy of registration and re-grant of registration:-

(1) Application for issue of duplicate copy of registration shall be made along with the affidavit as in Form-'G' and an original Treasury challan or receipt for having paid the fee specified in the Annexure 4.

(2) Application for re-grant of registration shall be in Form - D1 in case of lapsed registration along with the affidavit as in Form-H and an original Treasury challan or receipt for having paid the fee as specified in the Annexure 4.

12. Terms on which Lifts or Escalators are to be installed and operated or used:-

(1) Every Lift or Escalator shall be installed and operated or used as per the requirements specified in the relevant code of practices prescribed by the Bureau of Indian standard, the Electricity Act, 2003 (Central Act 36 of 2003) and any rules or Regulations made there under including National Electrical Code, National Building Code.

(2) All apparatus and components of Lifts or Escalators shall be of sufficient ratings and of sufficient mechanical strength for the duty which they may be required to perform under the environmental conditions of installation and shall be constructed, installed, protected, worked and maintained to ensure safety of human beings and property.

(3) Separate Electrical Connection:-

(i) A separate electrical connection or a separate independent circuit with protection as per relevant standards, as the case may be, shall be provided exclusively for the use of Lift or Escalator.

(ii) Except for the purpose of tests, supply of electricity shall not be arranged under sub section (6) of section 4 of the Act to any Lift or Escalator without obtaining the license from the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators.

(4) (i) Every owner of a Lift or Escalator shall enter into a contract agreement with the registered person for the satisfactory maintenance of Lifts or Escalators and shall get his Lift or Escalator tested in the manner specified in Codes and specifications of Bureau of Indian Standards as per sub

section (3) of section 16 of the Act at least once in every two months.

(ii) Every owner of Lift, or Escalator shall cause to maintain in a register containing such particulars as specified in Form-H1 and he shall ensure that the following minimum work is carried out and the results entered in the log book through registered person: -

I. In respect of Lifts, namely:-

(a) Cleaning and lubricating the guides;
(b) Examining the ropes and their attachments;
(c) Examining the safety devices;
(d) Examining and lubricating the door locks;
(e) Lubricating all moving parts;
(f) Examining all electrical connections including lighting, plug point and earthing; and
(g) Such other works as the case may be necessary.

II. In respect of Escalators, namely:-

(a) Cleaning of Escalators pit;
(b) Cleaning and lubricating all moving parts;
(c) Examining balustrade and their attachments;
(d) Examining the safety devices;
(e) Examining and lubricating all the parts of machinery which require lubrication;
(f) Examining the worm and the gear, the track trusses and the step treads and landings;
(g) Examining all electrical wiring controlling devices and earthing of the entire machineries with controlling switches; and
(h) Such other works as the case may be necessary.

(iii) Further, every owner of Lift, or Escalator shall obtain from the registered person annual testing and maintenance report in Form-C2 or Form-C3, as the case may be, and submit a copy of it to the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators.

(5) (i) In every building, except residential building having height exceeding 15 mtrs, Lifts shall be operated by trained Lift operator appointed by the owner of the Lift and such operator shall be on duty for the whole period during which the Lift is put into use.

(ii) Every Lift operator must have attained the age of eighteen years and is conversant with the proper operation of the Lift as well as rescue operation in case of emergency. The operator shall possess

Training certificate issued from any of the registered person to operate the Lift. The Training certificate shall be in Form-F. Copy of the same shall be forwarded to the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators.

(6) Every owner of a Lift or Escalator shall not operate or cause the Lift or Escalator to be operated which is not in safe working condition. In case of any malfunction, owner or his agent shall bring it to the notice of the registered person to whom the Lift or Escalator maintenance work is entrusted.

(7) No person other than registered person shall willfully interfere with any mechanism of the Lift or Escalator installation.

(8) Every registered person entrusted with the work of maintenance of Lift or Escalator and its installation by the owner under section 17 of the Act shall satisfy himself that all the safety devices are functioning properly while the Lift or Escalator is in use and report to such owner or his agent, any defect noticed in the installation.

(9) Whenever the Lift or Escalator is under maintenance, the owner or his agent shall ensure that a Caution Board is displayed near the landing doors at every floor in case of Lift and in conspicuous position in case of Escalator.

(10) The owner of the Lift or Escalator shall arrange to display the following in the Lift car and in conspicuous position in case of Escalators.

(i) Do's and Don'ts-safety instructions for users;

(ii) Name and phone numbers of the persons to be contacted in case of emergency; and

(iii) A Load plate indicating rated load of the Lift (The rated load shall be given in terms of persons and kilograms).

13. Right to enter any building for inspection of Lift or Escalator and its installations:-

(1) The notice to be given under sub-section (1) of section 11 of the Act shall be in Form-I.

(2) The order to be issued under sub-section (2) of section 10 of the Act shall be in Form-J.

14. Report of Accidents:-

A report of any accident in the operation of any Lift or Escalator shall be informed by the owner or his agent to all the concerned authorities for investigation within twenty four hours of the occurrence of the accident over telephone and shall also send a

detailed report within forty eight hours in Form K along with report of registered person as required under sub-section (1) of section 13 of the Act.

15. Additions and alterations to the Existing Lift or Escalator:-

(1) In case of additions or alterations, every owner of a Lift or Escalator shall obtain approval from the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators after filing an application in Form-A1 for Lifts and in Form-A2 for Escalators along with a fee specified in Annexure 4.

(2) On receipt of request, the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators shall after enquiry or inspection as may be necessary may grant permission.

16. Unused Lift or Escalator:-

When a Lift or Escalator installed at any place ceases to be used as such, the owner shall either remove it after obtaining dismantling permission from the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators or maintain it in a safe mechanical condition after disconnecting it entirely from the electric supply under intimation to the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators. All gates and doors shall be effectively locked so as to prevent the entry of unauthorized persons to the Lift well.

17. Periodical Inspection of Lifts or Escalators installations.-

The owner of every such Lift or Escalator which is in use, has the option to get his Lift or Escalator once in a year periodically inspected by the Inspector of Lifts and Escalators on payment of fee as specified in the Annexure 4

18. Transfer of license and issue of duplicate copy thereof:-

(1) The transfer of license may be allowed to the applicant on an application along with title deed, encumbrance certificate to the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators along with the payment of fee as specified in the Annexure 4.

(2) A duplicate copy of license may be issued on an application made for the purpose to the Chief Inspector of Lifts and Escalators/Inspector Lifts and Escalators along with the payment of fee as specified in the Annexure 4. Necessary documents may be furnished as may be required by the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators.

19. Cancellation or Suspension of Registration for Violation of terms and conditions:-

(1) Whenever it appears to the Chief Inspector of Lifts, Escalators that, any registered person;

(a) has violated any of the terms and conditions of the registration;

(b) has misrepresented to any authority, organization or to any person with regard to registration, erection and maintenance of Lifts, Escalators, either before or after obtaining the registration;

(c) has misbehaved with any officers or officials, or has been convicted by the court of law or black listed by any Government undertaking in relation to installation and maintenance of Lifts or Escalators:-

(d) has played fraud or misrepresented for obtaining Registration;

(e) is declared bankrupt, or insolvent by the appropriate authority or wound up dissolved, or portioned, the registration can be suspended, for a maximum period of ninety days or up to the validity of registration whichever is earlier.

(2) The Chief Inspector of Lifts, Escalators may order for an enquiry, on violation of terms and conditions by the owner of Lifts, Escalators. Based on the enquiry report he may cancel the registration or revoke the suspension of registration if he thinks fit.

Provided, no registration shall be cancelled, without giving the registered person an opportunity of being heard.

(3) If the registration is suspended or cancelled, such person shall not carry out any work until the suspension or cancellation is revoked by a separate order by the appellate authority.

20. Appeals:-

(1) The aggrieved person by an order of Chief Inspector of Lifts, Escalators and shall make a representation to the Government, enclosing the copy of the order within thirty days from the date of receipt of the order. The Appeal under sub section (3) of section 14 of the Act shall be in Form-L. After due enquiry the Government may pass appropriate Order as it thinks fit.

(2) Fees for appeal as specified in the Annexure 4 shall be paid along with such application.

21. Electronic mode of application/ Registration/ license/ permission:-

An applicant can avail the services under the Act, through electronic mode including payment of fee online as specified in Annexure 4.

22. Savings:-

Nothing contained in these rules effect the provisions of the Electricity Act, 2003 (36 of 2003) or any rules or regulations made thereunder.

4. The Directorate of Electrical Safety & Chief Electrical Inspector to Govt shall take further necessary action in the matter accordingly.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

K.VIJAYANAND
SPECIAL CHIEF SECRETARY TO GOVERNMENT (FAC)

To
The Directorate of Electrical Safety & Chief Electrical Inspector to Govt., of A.P.

Copy to

All the Secretariat Departments/HOD's/District Collectors.
The Secretary to Legislature, A.P. Legislative Assembly, Amaravati.
The Law (A) Department.
The General Administration (Cabinet) Department.
The P.S. to Secretary to Hon'ble Chief Minister.
The P.S. to Hon'ble Minister for Energy.
The P. S. to Chief Secretary to Government, Govt., of A.P.
The P. S. to Special Chief Secretary to Government, Energy Dept.
SF/SC(2643245).

//FORWARDED :: BY ORDER//

R.Vijay Kishore
SECTION OFFICER

ANNEXURE

(Annexure to G.O.Ms.No.31, Energy (Power.II) Department, dt. 13.03.2025)

FORM - A1

[See sub-rule (1) of rule 3]

Application for permission to erect Lifts or for making additions or alterations to the existing Lift

To

The Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators

1.	Full name and address of the applicant (permanent /correspondence address) with e-mail Id and contact number (mobile)	
2.	Name and address of local agent of owner, if any, appointed under section 13(2) with e-mail Id and contact phone or Mobile number	
3.	Address of the premises where the Lift is to be installed (A sketch of route direction with two land marks to be enclosed)	
4.	Number of floors, Landings and Height of the building in meters.	
5.	Whether a license has been previously granted (details to be given)	
6.	Name and address of the registered person authorized under section 12 with Registration No; who will install the Lift. (Enclose copy of registration certificate)	
7.	Type, Number and Make of Lift proposed to be erected (i.e., Passenger, Hospital, Goods cum Passenger etc) (A sketch of the Lift and erection plans as per rule 3 shall be enclosed)	
8.	Type of car and landing doors (i.e., Manual, or Automatic and imperforate / swing/ side telescopic/ centre opening etc) with Clear entrance width and height	
9.	Details of emergency stop switch, floor leveling switch, floor selectors and car door switch	
10.	Lift car dimension in mm	
11.	Dimensions of Lift well in mm, and details of Lift well enclosures.	
12.	The rated maximum speed of the Lift car in metre /second	
13.	The makers or designers rated capacity in weight (kilo grams).	
14.	The maximum No of passengers in addition to the Lift operator which the Lift can carry.	
15.	The total weight of the Lift Car/Cage carrying the maximum load in kilo grams.	

16.	The weight of the counter weight (kilo grams)	
17.	The number of supporting Ropes/cables and Size in sq. mm	
18.	Type of roping (i.e 1:1, 2:1 etc)	
19.	Bottom clearance.- a) Car b) Counter weight	
20.	Top clearance,- a) Car b) Counter weight	
21.	Details of the construction of the overhead arrangement with the weight and sizes of the beams.	
22.	Total travel height in mm from lowest landing floor level to top most landing floor level	
23.	Number and Type of car buffers	
24	Number and type of counter weight buffers	
25	Method of Control	
26	Drive /Type of Lift operation with its devices	
27	Details of over speed governor	
28	Details of emergency signal and telephone	
29	Details of Fee Paid	

Note: The following list of documents to be enclosed along with the application for erection permission, namely:-

1. Proof of ownership and address proof, such as Municipal /corporation sanction letter and recent Tax paid receipt;
2. In case of a company, memorandum of understanding and Articles of association along with tax paid details;
3. Copy of plan and elevation of building showing location of Lift as approved by the competent statutory authority.(such as Corporation, Town planning authority, etc.)
4. Upload Computer print or blue print drawings with details mentioned in rule 3(1) (i) (A) in duly signed by owner and Registered person;
5. Power sanction letter of concerned Electric Supply Companies (DISCOM) in case of existing installation;
6. An original Treasury challan for having remitted permission fee as per sub rule (1) (iv) of rule 3; and
7. Any other necessary document as sought by the authorized officer.

Declaration

We do hereby declares that above information furnished by us is true and correct and if any information given above is found incorrect, we abide by the action taken under the provisions of the Act

Signature of the Authorised Signatory with Seal Signature of Applicant
Of the Lift/Escalator erection and
maintenance registered Person

Date:- Date:-

FORM -A2

[See sub-rule (1) of rule 3]

Application for permission to erect Escalators for making additions or alterations to the existing Escalators.

To

The Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators

1.	Full name and address of the applicant permanent /correspondence address) with e-mail Id and cell contact number (mandatory)	
2.	Name and address of local agent of owner, if any, appointed under section 13(2) with e-mail Id and contact number (mobile)	
3.	Address of the premises where the Escalator is to be installed or proposed for making additions or alterations(A sketch of route direction with 2 land marks to be enclosed)	
4.	Whether an Escalator has been previously erected and a licence has been granted (details to be given)	
5.	Name and address of the registered person authorized under section 12 of the Act with Registration No; who will install the Escalators or make additions or alterations and his e-mail Id /contact Number (Enclose copy of registration certificate).	
6.	Type and number of Escalators proposed to be erected (A sketch of the Escalator and erection plans as per rule 3 (1) (i) B shall be enclosed)	
7.	The rated speed of the Escalator	
8.	The makers or designers rated load in weight (kg)	
9.	The maximum No of passengers per hour which the Escalator can carry.	
10.	Angle of inclination of the Escalator	
11.	The type of balustrading	
12.	The width between balustrades	
13.	The Vertical Rise of the Escalator in mm	
14.	The number, description, weight and size of main drive chain, hand rail drive chain and governor drive chain.	
15.	Details of construction of the stresses and step treads together with weight and size of all structural members and supporting beams in connection therewith.	
16	Escalator nominal width /discharge area (Z1)	
17	Fees paid details	Rs: Challan No. Dt:

Note: The following list of documents to be enclosed along with the application for erection permissions namely:-

1. Proof of ownership and address proof such Municipal/corporation sanction letter and recent Tax paid receipt;
2. In case of a company, memorandum of understanding and Articles of association along with tax paid details;
3. Copy of plan and elevation of building showing location of Escalator as approved by the competent statutory authority (such as Municipal/corporation sanction letter, Town planning authority, etc.) (Notary certified);
4. Upload Computer print or blue print drawings with details mentioned in rule 3(1) (i) (B) duly signed by owner and Registered person;
5. Power sanction letter of concerned DISCOM in case of existing installation;
6. An original copy of Treasury challan or receipt for having remitted permission fee as per sub rule (1)(iv) of rule 3; and
7. Any other necessary document as sought by the authorized officer.

Declaration

We do hereby declares that above information furnished by us is true and correct and if any information given above is found incorrect, we abide by the action taken under provisions of the Act.

Signature of the Authorized Signatory with Seal Of the Lift/Escalator erection and maintenance registered Person

Signature of Applicant

Date:-

Date:-

FORM – A3
[See clause (v) sub-rule (1) of rule 3]

Declaration from the person authorized under section 12 for erection of Lift or Escalator

I/ We hereby declare that I/ We undertake the work of erection of Lift or Escalator for which permission to install may be granted under the Andhra Pradesh Lifts and Escalators Act, 2025(Andhra Pradesh Act No. of 2025).

I/ We also undertake the responsibility to extend full co-operation during the inspection of works of Lift or Escalator installation by the Chief Inspector of Lifts and Escalators/ Inspector of Lifts and Escalators and rectify the defects pointed out by him.

The Lift or Escalator installed by me/ us shall be handed over to the respective owner after the license to use the Lift or Escalator is issued under section 4 of the Act.

Date:

Signature of the Authorized
Signatory with seal
of the Lift/ Escalator erection and
maintenance registered person
Registration no. with validity:

FORM-A4
(See sub rule (2) of 3)
GOVERNMENT OF ANDHRA PRADESH
DIRECTORATE OF ELECTRICAL SAFETY

Letter No.....

To.....

Sir,

SUB: Permission for erection of .....no. of ..... make Lift or Escalator having..... No. of landings / stops of.....at.....

Ref: .....

***

Under sub-section (3) of Section 3 of The Andhra Pradesh Lifts and Escalator Act, 2025 (Andhra Pradesh Act No. ..... of 2025), permission is hereby granted to erect .....no. of.....make Lift or Escalator having no of landings .....at ..... the premises..... ..... owned by.....subject to the provisions of The Andhra Pradesh Lifts and Escalators Act, 2025 (Andhra Pradesh Act ..... of 2025) and The Andhra Pradesh Lifts and Escalators Rules, 2025.

This permission is valid for a period of 18/24 months from the date on which it is granted.

The Lift or Escalator shall not be used until a license is granted by the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators for use of the Lift or Escalator in accordance with section 4 of The Andhra Pradesh Lifts and Escalators Act, 2025.

After completion of the Lift or Escalator erection work following documents shall be furnished to.....arrange for inspection.

1. Work completion report in Form-B2 and/or B3 from the registered person to whom the Lift or Escalator erection work is entrusted for having carried out the installation as per The Andhra Pradesh Lifts and Escalators Act, 2025 , The Andhra Pradesh Lifts and Escalators Rules, 2025 and Bureau of Indian Standards.
2. Form-B1 from the Owner of the Lift or Escalator
3. An original treasury challan or receipt of Rs for having remitted inspection fee for Lift/Escalator as per sub rule (2) (ii) of rule 4.
4. Erection permission fees of .....Rs .....paid vide Challan No.....Dated.....

Signature Chief Inspector of Lifts and Escalators
/ Inspector of Lifts and Escalators.

FORM – B1
[See sub-rule (1) of rule 4]

Application for a license to use the Lift/ Escalator.

To
The Chief Inspector of Lifts and Escalators/
Inspector of Lifts and Escalators

Sir,

Sub : Work Completion of Erection of Lift/ Escalator at the.....

Ref: (1) Erection permission no.....

***

I, With reference to your letter No.....dated..... by which permission has been granted to erect a Lift/ Escalator at the above mentioned premises. I/ We, have to state that the work of erection of the Lift/ Escalator completed on..... The completion report/ s of the registered person in Form-B2 for Lift/ s and/ form-B3 for Escalator are enclosed here with.

I/ We, further request that a license for using the Lift/ Escalator may be granted. The work of erection of Lift/ Escalator has been carried out in accordance with The Andhra Pradesh Lifts and Escalators Act, 2025 and Rules 2025 made there under.Challan for having paid the prescribed inspection fees of Rs.....vide Challan No .....dt ..... is enclosed.

Date : Yours faithfully,

Signature of the Owner of the premises

FORM-B2

(See clause (i) **of sub-rule (2) of rule 4)**

Lift erection completion report of registered person authorized under section 24

To
The Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators

Sub:-Work Completion of erection of Lift at…….
Ref:- Erection Permission Letter No……..

Out Contract No……Dated:- …….
with M/s…… Lift at……

The work of installation of Lift/s at M/s…… have been carried out by me/us having Registration No ……and Electrical contractor license No as per the provisions of The Andhra Pradesh Lifts and Escalators Rules 2025, Central Electricity Authority (Measures relating to safety and electric supply) Regulations, 2023, updated version of Bureau of Indian Standards, National Building code, National Electrical Code. The motors, controllers, governors and ropes have been tested and confirm to IS standards.

We Further certify that the Lift/s installation is ready for inspection which is required to be made for the purpose of issuing license under The Andhra Pradesh Lifts and Escalators Act, 2025 for operating the same. The following are the details/specifications of Lifts.

PART-1

SI.No	**Description**		**Lift-1**	**Lift-2**	**Lift 3**
1.	No. of floors of the building				
2	Type and Make of Lift erected (i.e., Passenger, Hospital, Goods cum Passenger etc)				
3	No. of stops *I* Lift landings				
4	Type of doors	(a) Car			
		(b) Landing			
5	The rated maximum speed of the Lift car in metre/second				
6	The makers or designers rated capacity in weight (kg)				
7	Details of emergency stop switch, floor leveling switch, floor selectors and car door switch				
8	Lift car dimension in mm				
9	Dimensions of Lift well in mm, and details of Lift well enclosures.				
10	The maximum Number of passengers in addition to the Lift operator which the Lift can carry.				
11	The total weight of Car / Carry the the maximum load Lift ing inkilograms.				
12	The weight of the counter weight (kilo grams)				

13	The number of supporting Ropes/cables and Size in sq. mm			
14	Type of roping (i.e 1:1, 2 : 1 etc)			
15	Bottom clearance,- (a) Car (b) Counter weight			
16	Top clearance,- (a) Car (b) Counter weight			
17	Details of the constructed overhead arrangement with the weight and sizes of the beams.			
18	Total travel height in mm from lowest landing floor level to top most landing floor level			
19	Number and Type of car buffers with name plate details			
20	Number and type of counter weight buffers			
21	Method of Control			
22	Drive /Type of Lift operation with its devices			
23	Details of over speed governor			
24	Whether emergency light and phone provided or not			
25	Whether Alarm bell provided or not			
26	Lift hoist motor make			
27	Capacity of motor in KW/HP			
28	Speed of motor in rpm			
29	Serial number of hoist motor			
30	Type and Make of controller with SI. No.			
31	Over load device provided or not			
32	Automatic Rescue Device (ARD) provided or not. And functioning of ARD and Condition of the battery			
33	Whether Emergency power supply provided or not and location of Emergency power supply is as per relevant code of practice			
34	Whether insurance is provided during operation of Lift in public premises, then furnish details of insurance			
35	Whether Emergency Rescue Device (ERD) provided for high rise buildings (As per NBC)			
36	Whether CCTV Camera provided			
37	Any other information			

PART-2

DETAILS OF ELECTRICAL INSTALLATION WORK

1.	Name plate details of each and individual equipments (make, Specification, Serial number) separate sheet shall be enclosed for Multiple installation	
2	Details of wiring / cabling size, numbers of run, length (UG cable, HT / LT main cable, distribution, sub distribution and load side cables)	
3	Whether minimum cross sectional area of protective conductor of 10 mm2 cu or 16 mm2 Al is used	
4	Leakage current of Lift in protective conductor under normal operating conditions	
4.1	Details of Insulation test results (Equipment / Circuit wise), date of Test (a) Between phases (b) Between each phase and earth	
5	Details of Earth test results (Equipment / Earth electrode wise), date of test and measured earthing resistance of installation	
6	Measured value of Fault loop impedance of origin of installation, each circuit and all sources	
7	Whether fault loop impedance measured is low enough to trip the MCB or MCCBs provided.	
8	Whether Type A RCD of 30mA Sensitivity used for Car light	
9	Whether Type B RCCB used if the Lift contains 3 Phase VFD	
8	Remarks	

I certify that the above installation work is carried out under my direct supervision by the qualified wiremen under The Andhra Pradesh Electrical Licensing Rules, 2025 and the installation has been tested with the above test results are furnished for your kind perusal and inspection.

Name of Electrical Supervisor=
Permit Number=
Valid Upto=
License Number=
Valid Upto=
Date:-

Signature along with seal of the Authorised
Signatory of the Registered person.

Enclosures:- Copy of License, copy of Supervisor permit with Endorsement."

FORM - B3

[See clause (i) of sub rule (2) of rule 4]

Escalator erection completion report of registered person authorized under section 24

To,
The Inspector of Lifts and Escalators

Sir,

Subject: Completion of erection of Escalator at the .....
Ref: (1) Erection permission letter no.....
(2) Our Contract No:..... dated..... with Mis Escalator at.....

The work of installation of Escalator/s at M/s..... have been carried out by me/us having Registration No ..... and Electrical contractor license No ..... as per the provisions of The Andhra Pradesh Lifts and Escalators Rules,2025, Central Electricity Authority (Measures relating to safety and electric supply) Regulations 2023, Updated version of National Electrical Code, National Building code, Bureau of Indian Standards and/ International Electro Technical Commission standards and standards of International Organization for Standardization. The motors, controllers, governors and ropes have been tested and confirm to Bureau of Indian Standards and International Electro Technical Commission specifications and/ standards of International Organization for Standardization.

We further certify that the Escalator installation is ready for inspection which is required to be made for the purpose of issuing license under The Andhra Pradesh Lifts and Escalators Act, 2025 for operating the same. The following are the details/specifications of Escalator.

PART-1

Sno	Description	**Escalator-1**	**Escalator-2**	**Escalator-3**
1.	Type of Escalator			
2	No. of floors of the building			
3	Floor Location of the Escalator			
4	The rated speed of the Escalator			
5	The makers or designers rated load in weight (kg)			
6	The maximum No of passengers per hour which the Escalator can carry.			
7	Angle of inclination of the Escalator			
8	The type of balustrading			
9	The width between balustrades			
10	The Vertical Rise of the			

	Escalator in mm			
11	The number, description, weight and size of main drive chain, hand rail drive chain and governor drive chain.			
12	Details of construction of the stresses and step treads together with weight and size of all structural members and supporting beams in connection therewith.			
13	Escalator nominal width /discharge area (Z1)			
14	Dimensions of Steps			
15	Make, capacity in kW/HP of the motor			
16	Speed in rpm of the motor			
17	Serial number of the motor			
18	Whether insurance is provided during operation of Lift in public premises, then furnish details of insurance			

PART-2

DETAILS OF ELECTRICAL INSTALLATION WORK

1.	Name plate details of each and individual equipments (make, Specification, Serial number) separate sheet shall be enclosed for Multiple installation	
2	Details of wiring / cabling size, numbers of run, length (UG cable, HT / LT main cable, distribution, sub distribution and load side cables)	
3	Details of Earthing schedule (size of earth lead)	
4	Details of Insulation test results (Equipment / Circuit wise), date of Test,- (a) Between phases (b) Between each phase and earth	
5.	Details of Earth test results (Equipment / Earth electrode wise), date of test and measured earthing resistance of installation	

6	Measured value of Fault loop impedance of origin of installation, each circuit and all sources	
7	Whether fault loop impedance measured is low enough to trip the MCB or MCCBs provided.	
8	Whether Earth leakage protection provided as per the Standards	
8	Remarks	

I certify that the above installation work is carried out under my direct supervision by the qualified wiremen under The Andhra Pradesh Electrical Licensing Rules, 2025 and the installation has been tested with the above test results are furnished for your kind perusal and inspection.

Name of Electrical Supervisor =

Permit No=

Valid upto =

License Number and Class =

Valid Upto =

Date:

Signature along with seal
of the Authorised Signatory
of the Registered person.

Enclosures:-
Copy of License,
copy of Supervisor permit with Endorsement."

FORM-B4
(See Sub-rule 3 of Rule-4)

Mr/Messrs.....is/are hereby authorized to use the .....Lift/s (Particulars of which are given below) installed in the premises .....Owned by.....and situated at .....

This license shall remain valid from.....to.....and is issued subject to the condition mentioned in The Andhra Pradesh Lifts and Escalators Rules, 2025 and here under Inspection fee of Rs..... has been paid Challan No.....Dated:-.....is hereby acknowledged.

DETAILS OF EQUIPMENTS

S No	Particulars	Details
1	Make of the Lift	
2	Type of the Lift	
3	Capacity	
4	Building/Multistoried Building Details	
5	Nature of the Building	
6	Type of Landing door	
7	Type of Car door	
8	No.of Landings	
9	Rated load of Lift	
10	Rated Speed	
11	Motor Details	
12	Others	

Signature Chief Inspector of Lifts and Escalators /
Inspector of Lifts and Escalators.

RENEWAL OF LICENSE
(See Sub-rule 3 of Rule 5)

S.No	License Renewed		Renewal fee Paid details			Initials of Chief Inspector of Lifts and Escalators
	From	Valid Upto	Amount	Challan No.	Date	

To
Owner of the Lift
.....
.....

Conditions:-

(1) The Lift shall be operated and maintained in conformity with the provisions of The Andhra Pradesh Lifts and Escalators Act, 2025 and the rules made there under.

(2) If the holder of this license does not normally reside in the town or village in which the Lift has been erected, he shall within one month from the date of this license appoint an agent who shall be resident in the same town, or village. The agent so appointed shall be responsible for the operation and maintenance of the Lift in conformity with the provisions of The Andhra Pradesh Lifts and Escalators Act, 2025 and the rules made there under. The name of every such agent shall be communicated to the Chief Inspector of Lifts, Escalators and also to Inspector of Lifts, Escalators. Any change of agent shall be similarly intimated.

(3) Owner of the Lift installation shall enter into a maintenance agreement with the Lift erection and / maintenance person registered with the Chief Inspector of Lifts and Escalators.

(4) A copy of the Lift license shall be displayed in the Lift machine room.

(5) If any fatal/ non-fatal accident occurs in the operation of Lift, the owner or the agent appointed by the owner shall give notice with full details in the prescribed format to the Inspector of Lifts, Escalators and to the Commissioner of Police and District Magistrate

(6) No additions or alterations to the Lift and its installation shall be carried out without prior approval of the Chief Inspector of Lifts and Escalators.

(7) Trained operator shall be appointed for operation of the Lift.

FORM – B5
[See sub rule (3) of Rule 4]
Government of Andhra Pradesh
License to use Escalators

Mr/ Messrs. ..... is/ are hereby authorized to use the Escalator (particulars of which are given below) installed in the premises ..... owned by..... and situated at ....

This license shall remain valid from.....to.....and is issued subject to the conditions mentioned in The Andhra Pradesh Lifts and Escalators Rules, 2025 and here under.

Inspection fee of Rs..... has been paid vide challan no....., dated..... drawn is hereby acknowledged.

Details of Equipments

S.No	Particulars	Details
1	Make of the Escalator	
2	Capacity	
4	Building/Multistoried Building Details	
5	Nature of the Building	
6	Angle of Inclination of Escalator	
7	Width of the Escalator	
8	Vertical rise of the Escalator	
9	Rated load of Escalator	
10	Rated Speed	
11	Motor Details	
12	Others	

Signature Chief Inspector of Lifts and Escalators /
Inspector of Lifts and Escalators.

Date : .....

Renewal of License

[see sub rule (3) of rule 5]

S.No	License Renewed		Renewal fee Paid details			Initials of Chief Inspector of Lifts and Escalators
	From	Valid Upto	Amount	Challan No.	Date	

To,

Owner of the Escalator

.....

.....

Conditions:

1. The Escalator shall be operated and maintained in conformity with the provisions of The Andhra Pradesh Lifts and Escalators Act, 2025 and the rules made there under.
2. If the holder of this license does not normally reside in the town or village in which the Escalator has been erected, he shall within one month from the date of this license appoint an agent who shall be resident in the same town, or village. The agent so appointed shall be responsible for the operation and maintenance of the Escalator in conformity with the provisions of The Andhra Pradesh Lifts and Escalators Act, 2025 and the rules made there under. The name of every such agent shall be communicated to the Chief Inspector of Lifts, Escalators and also to Inspector of Lifts, Escalators. Any change of agent shall be similarly intimated.
3. Owner of the Escalator installation shall enter into a `maintenance agreement with the Lift/ Escalator erection and / maintenance person registered with the Chief Inspector of Lifts, Escalators.
4. A copy of the Escalator license shall be displayed in the Lift machine room.
5. If any fatal/ non-fatal accident occurs in the operation of Escalator, the owner or the agent appointed by the owner shall give notice with full details in the prescribed format to the Inspector of Lifts, Escalators and to the Commissioner of Police and District Magistrate
6. No additions or alterations to the Escalators and its installation shall be carried out without prior approval of the Chief Inspector of Lifts and Escalators.
7. Trained operator shall be appointed for operation of the Escalator.

FORM – C1

[See sub-rule (1) of rule 5]

Application for renewal of license to use Lift/ Escalator

To,

The Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators

Sir,

Sub: Renewal of License to use Lift/ Escalator

With reference to above, it is stated that the license to use Lift/ Escalator installed at ..... is sent herewith for renewal thereof as required under section 6 of The Andhra Pradesh Lifts and Escalators Act, 2025 and it is requested to return the same after renewal.

An original copy of Treasury challan of Rs..... being the renewal fee and a test report in form-C2 for Lifts and/ form-C3 for Escalators are also enclosed.

Date:.....

Enclosing: As above

Yours faithfully,

Signature of the owner

FORM-C2

[See sub-rule (1) of rule 5]

Test Report of Lift Installation

To:
The Inspector of Lifts and Escalators

Sir,

Sub: Test report of Lift installation, rope etc -reg.

As required by sub-rule (1) rule 5 of The Andhra Pradesh Lifts and Escalators Rules, 2025, I/we here by certify that the Lift/s installed at..... and owned by .....is/are under my/our maintenance.

We have conducted the following checks/examination/tests and the results are here under.

Sl. No.	**Particulars**	**Details of tests performed and results**
1	Distinguishing number or mark (if any) and description sufficient to identify the Lifting machine, chains, rope or the Lifting tackle	Type of Lift: Serial No: Make:
2	Date and number of the certificate relating to any test and examination made; a) Electric transaction Lifts	**(a) Annual Test**
		Buffer tests
		Governor and safety
		Test of slack rope device or winding drum machine
		Test of normal terminal stopping device
		Test of final terminal stopping device
		Standby power operation
		Power door operation closing force and speed
		Broken rope, tape or chain switch
		Electrical protective devices test
		Ascending car and unintended motion device test
		(b) Five year tests:-
		(1) Governor test (over speed switch setting and Governor trip setting)
		(2) Types "A", "B" and "C" safeties

		(3) power test
		(4) Test of buffer
		(5) Brake for passenger elevators and freight elevators authorized to carry passengers
		(6) Test of emergency terminal stopping device (speed limiting device)
		(7) Test of leveling speed and leveling zone
		Inner landing zone test (static controls)
3.	Hydraulic Elevator tests	a) Annual tests
		Working pressure and relief valve
		Pressure test and flexible hose and fittings
		Hydraulic cylinder leak test
		Terminal speed reducing
		Stand by power operation
		Power operation of doors
		Normal terminal sloping device
		Low oil and RPR protection
		Supply line and Valve
		Slack rope device
		Emergence operation FFS
		Pressure Switch
		Buffers
		Car Safety
		Governor
		Five Years test
		a) Car buffer
		b) Plunger gripper
		c) Over speed valve (Seismic Valve)
4.	Electrical test	**Annual test**
		a) Continuity resistance measurement test of Protective Earth Conductor
		b) Insulation resistance between all live conductors to the PE conductor
		c) Insulation resistance between live conductors
5	Date of Periodic test made	
6	Particulars of any defects affecting	

We certify that on.. , we have thoroughly examined the Lifts and that above is a correct report of the result. Further the installation of the aforesaid Lifts satisfies the entire requirement as laid down under The Andhra Pradesh Lifts and Escalators Act, 2025, and rules made there under. I/we maintain log book as required under rule 9(5) of The Andhra Pradesh Lifts and Escalators Rules, 2025.

Date: Signature of the registered person

Registration No and validity

FORM – C3
[See sub-rule (1) of rule 5]
Test Report of Escalator Installation

To,
The Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators,

Sir,

Sub: Test report of Escalator/ s installation-reg.

As required by rule 5(1) of The Andhra Pradesh Lifts and Escalators Rules, 2025, I/ we here by certify that the Escalator(s) installed at..... and owned by ..... is/ are under my/ our maintenance.

We have conducted the following checks/ examination/ tests and the results are here under.

Sl. No.	**Particulars**	**Details of tests performed and results**
1	Distinguishing number or mark (if any) and description sufficient to identify the Lifting machine, chains, rope or the Lifting tackle	Type of Lift: Serial No: Make:
2	Date and number of the certificate relating to any test and examination made; a)Escalators	**Annual Tests**
		Escalator skirt obstruction devices
		Operating devices
		Egress restriction (rolling shutter device)
		Speed test
		Machine space, access, lighting, receptacle and condition
		Machine space stop switch
		Control wiring and fuses
		Brake Torque test
		Speed Governor
		Broken drive chain
		Device
		Driving machine brake
		Test
		Reversal stop device
		Broken step chain device or treadway device
		Escalator Step upthrust device
		Missing step device or pallet device
		Step level device

		Pallet level device
		Steps, pallets, step or Pallet Chain trusses
		Hand rail safety system, entry device and speed monitoring
		Heaters outdoor units
		Stretch of step chain
		Disconnected motor device
		Response to smoke detectors
		Comb-step/Comb-Pallet impact devices
		Step/Skir performance index
		Clearance between Step and Skirt (Loaded gap)
		Inspection controls
		Step lateral displacement device.
		Comb plate load test
3.	Electrical test	**Annual test**
		Continuity resistance measurement test of Protective Earth Conductor
		Insulation resistance between all live conductors to the PE conductor
		Insulation resistance between live conductors
4.	**Date of Periodical Examination made**	
5.	Particulars of any defects affecting the safe working load found at such through examination or after annealing and of the steps taken to remedy such defects.	

We certify that on..... , we have thoroughly examined the Escalators and that above is a correct report of the result.

Further the installation of the aforesaid Escalators and/ s satisfies the entire requirement as laid down under The Andhra Pradesh Lifts and Escalators Act,2025, and rules made there under. I/ we maintain log book as required under rule 9(5) of The Andhra Pradesh Lifts and Escalators Rules, 2025.

Date: Signature of the registered Person

Registration No and validity

FORM - D1

[See sub-rule (1) of rule 6]

Application for registration of manufacturer or maker or other Person who intends to either erect or install and or carryout maintenance of Lifts or Escalators.

To,
The Chief Inspector of Lifts and Escalators

1.	Name of the applicant	
2.	Legal status (whether individual firm or company) (Registration number and names of partners or directors to be given in case of firm or company, as the case may be)	
3.	Proof for independent office (commercial) located within the state (Details about possession to be enclosed)	
4.	Whether Certificate of Registration was obtained in the past. If so, give number and date of certificate of Registration:	
5.	Firm/company Profile along with particulars relating to erection or maintenance of Lifts/Escalators. (Details of Lifts/Escalators erected or maintained to be furnished)	
6.	Manufacturing activities of the firm/company (Details to be given). If not, outsourcing vendors list to be furnished for each and every Lift/Escalator auxiliary component or equipment's and their recommendations for supply of ISI standard materials.	
7.	Whether employed have the following Qualification, namely:- (a) **B.E** /Diploma holder in Electrical engineering; (b) B.E/Diploma holder in Mechanical Engineering; and **ITI** technicians one each in Electrician, Fitter and Electronic mechanic/Instrumentation trade	
8.	List of entire staff employed along with their Qualification and Designation details with experience certificates and certified copy of testimonials (to be enclosed separately)	
9.	The Electrical Contractor License issued in the name of firm/company with number and validity (attested copy to be enclosed)	
10.	Details of,- (i) Electrical Supervisors (ii) Electrical Wiremen Endorsed to your Electrical contractor license	

	(attested copies to be enclosed)	
11.	Bank Guarantee certificate is enclosed or not? (I) Name of the Bank: (2) Bank Guarantee certificate No. Date:	
12.	GST Registration certificate enclosed or not? (attested copy to be enclosed)	
13.	Details of erecting, testing instruments As per Annexure-2	
14.	Details of safety gadgets/tools as per Annexure-3	
15.	Address of logistic centre /workshop and the list of machineries and equipments /materials maintained.	
16.	Details of facilities of vehicles available	
17.	Details of Group Insurance policy (proof to be enclosed)	
18.	Proof for having land telephone connection with Contact Number	
19.	Product catalogue of the firm/company	
20.	Registration fee paid details(an original Treasury Challan or receipt to be enclosed)	
21.	Remarks	

I/we hereby declare that the particulars given above are correct to the best of my/our knowledge. I/We will abide by all the Rules and Conditions for issue of Registration failing which our registration may be cancelled.

Date:..

Place:..

Signature:

Name:

Designation:

Note: Any person who makes, procures to be made or assist in making any false statement for the purpose of obtaining for himself or any other person a certificate of registration for erection and maintenance of Lifts/Escalators shall render himself liable to prosecution.

If additional space is required for completing any items, additional sheet may be attached to this form."

FORM D2

[See sub-rule (5) of rule 6]
FORMAT OF REGISTRATION GOVERNMENT OF ANDHRA PRADESH

REGISTRATION OF MANUFACTURER OR MAKER OR OTHER PERSON FOR INSTALLATION AND/MAINTENANCE OF LIFTS/ESCALATORS

CHIEF INSPECTOR OF LIFTS AND ESCALATORS,
DIRECTORATE OF ELECTRICAL SAFETY

PHOTO OF THE AUTHORISED
SIGNATORY OF FIRM /COMPANY
AND SPECIMEN SIGNATURE ON THE PHOTO

Government of Andhra Pradesh

Registration No .....

Date of issue .....

Valid Upto.....

Name and Address of firm

.....Rs .....paid vide Challan No.....Dated.....

In exercise of power conferred under section 12 of The Andhra Pradesh Lifts and Escalators Act, 2025 (Andhra Pradesh Act ..... of 2025)

M/s.....is/are hereby authorized to carry out, Lifts/Escalators Installation/erection and/or maintenance work in the State of Andhra Pradesh subject to the conditions mentioned herein.

CHIEF INSPECTOR OF LIFTS
AND ESCALATORS,

DIRECTOR OF ELECTRICAL
SAFETY AND CHIEF
ELECTRICAL INSPECTOR TO
GOVT DIRECTORATE OF
ELECTRICAL SAFETY,
GUNTUR.

The .....day of 20..

Details of Mechanical Engineer

SNo	Name of Mechanical Engineer	Details of Educational Qualification	Signature of the Officer	Date of Resignation	Signature of the Officer

Details of Electrical Engineer

SNo	Name of Electrical Engineer	Details of Educational Qualification	Signature of the Officer	Date of Resignation	Signature of the Officer

Details of erection or maintenance technician team

SI No.	Details of Educational Qualification	Name of the ITI or other equivalent Holders	Signature of the officer	Date of Resignation	Signature of the officer
1	2	3	4	5	6
1	Electrician				
2	Fitter				
3	Electronic-Mechanic/ Equivalent				

Details of Renewals

SNo	Registration renewed		Renewal fee Paid details			Initials of Chief Inspector of Lifts and Escalators
	From	to	Amount	Challan No.	Date	
	2	3	4	5	6	7

CHIEF INSPECTOR OF LIFTS
AND ESCALATORS,
DIRECTOR OF ELECTRICAL SAFETY
AND CHIEF ELECTRICAL INSPECTOR
TO GOVERNMENT

CONDITIONS:-

(1) This Registration shall be got renewed and shall produce on demand by the Chief Inspector of Lifts and Escalators/ Inspector of Lifts and Escalators or any officer authorized by the Government for inspection of Lifts and Escalators or to any authorities of the supplier having jurisdiction over the area where the Lift installation work is being carried out.

(2) This Registration is valid for carrying out the erection and/ maintenance of Lifts/Escalators installation.

(3) The holder of this Registration shall send intimation to the Chief Inspector of Lifts and Escalators in Writing within seven days as to very change of:

(i) Address of the place of business

(ii) Authorized signatory (in case of a limited Company and partnership/individual firm).

(iii) Authorized Engineer/Technician

(iv) Dissolution of partnership etc.

(4) Every work of erection or maintenance of a Lift or Escalator undertaken by the holder of this registration shall be evidenced by a written agreement as set out in Form-E1 with the person concerned and holder thereof shall be responsible for the proper erection or maintenance of the Lifts and Escalators and its installation for which the agreement has been made.

(5) It shall be the responsibility of the registered person to ensure that all materials, fittings, appliances, equipment's etc used in the Lifts/Escalators which he undertakes to erect shall conform to the relevant specifications as laid down by the Bureau of Indian Standards, wherever they exist. In case, where such standards do not exist, ii shall be of acceptable working standards to the satisfaction of the Chief Inspector of Lifts and Escalators.

(6) The registered person before commencement of the work of erection, addition to or alteration to Lift or Escalator, intimation in form -E2 shall be given to the specified Inspector of Lifts, Escalators.

(7) The holder of this Registration shall afford all facilities to the Inspector of Lifts and Escalators and any officer authorized by the Government for inspection of Lifts/Escalators/ to inspect work under execution during working hours.

(8) The holder of this registration shall maintain, -

(i) register of supervising Engineers, technicians and apprentice working with him in Form-E4;

(ii) an attendance register in Form-ES of technical personnel and other workers employed by him for erection and/ maintenance and register shall be produced for inspection on demand by Chief Inspector of Lifts, Escalators and or any authorized officer.

(iii) work allocation register in Form-E6;

(iv) materials issue register in Form-E7;

(v) a register in Form E8 of Lifts/Escalators for which erection permission is obtained. At the beginning of every financial year, on or before 30th April, extract of the preceding year shall be submitted to the Chief Inspector of Lifts and Escalators;

(vi) a register in Form-E9 of Lifts/Escalators commissioned. At the beginning of every financial year, on or before 30th April, extract of

the preceding year shall be submitted to the Chief Inspector of Lifts and Escalators; and

(vii) a register in Form-E10 of Lifts/Escalators maintained. At the beginning of every financial year, on or before 30th April, extract of the preceding year shall be submitted to the Chief Inspector of Lifts and Escalators.

(9) The periodic checks, tests and examination made to every Lifts/ Escalators shall be recorded in a register to be maintained in Form-H1 for the purpose of visits/inspection by the holder of this registration and every such report shall be duly signed by the person making the inspection and tests.

(i) The report shall contain sufficient details so as to give a clear indication of the condition of the important component parts of the Lift/Escalator installation and of their fitness for safe working of the Lift/Escalator.

(ii) If as a result of inspection tests, any defect or breach of rules as may affect the safe working of Lift/Escalator is found in the Lift/Escalator installation, the owner or his agent thereof shall be intimated forthwith about the same by the holder of this registration and a copy of such intimation shall also be forwarded to the Chief Inspector of Lifts and Escalators and Inspector of Lifts and Escalators of concerned jurisdiction.

(10) The Registration holder shall at all times ensure safety to the public

(11) At least three persons of the owner of the Lifts/Escalators, who ordinarily are the occupants or residents of the premises in which the Lift/Escalator is installed, shall be trained by the holder of this registration in respect of the rescue operation in case of power failure.

(12) The Registration holder shall be bound to comply with the provisions of the Electricity Act, 2003 (Central Act 36 of 2003) and any rules/regulations made there under, The Andhra Pradesh Lifts and Escalators Act, 2025 and rules made there under and relevant Bureau of Indian Standard or International Electro Technical Council specification or standards of International Organization for Standardization, National Electrical Code, National Building code and Central Electricity authority (Measures relating to Safety and Electric Supply), Regulations 2023.

(13) Every registered person shall conduct at least two awareness programme in an academic year to educate Children and adults about the risks involved, proper and safe usage of Lift/Escalator. These awareness programmes shall be conducted in schools, residential housing complexes, apartments, malls and commercial and office complexes and may also telecast TV programmes to educate children safety measures while boarding an elevator or Escalator.

(14) The holder of this Registration shall always keep and maintain the instruments detailed in Annexure 1.

(15) The holder of this registration shall not make any contract for the maintenance of any Lifts/Escalators which is not having the working license. The occurrence of any fatal or non fatal accident to any of the employee of the holder of this registration during erection or maintenance shall be reported in writing to the Inspector of Lifts and Escalators within twenty four hours of the occurrence of such accident."

FORM-D3

[See sub-rule (1) of rule 7]

Application for renewal of registration of manufacturer or maker or other Person who intends to either erect or install and/or carryout maintenance of Lifts or Escalators.

To,
The Chief Inspector of Lifts and Escalators
Guntur.

1.	Name of the applicant	
2.	Legal Status (Whether individual firm/Company) (Registration Number and names of partners or directors to be given in case of firm or company, as the case may be	
3.	Proof for independent office (commercial) located within the state (Details about possession to be enclosed)	
4.	Whether Certificate of Registration was issued in the past in the same. If so, give number and date of certificate of Registration:	
5.	Firm/Company profile along with particulars relating to erection or maintenance of Lifts/Escalators (Details of Lifts/Escalators erected or maintained to be furnished)	
6.	Manufacturing activities of the firm/company (Details to be given). If not outsourcing vendors list to be furnished for each and every Lift/Escalator auxiliary component or equipments and their recommendations for supply of ISi standard materials.	
7.	Whether employed have the following qualifications:- (a) B.E /Diploma holder in Electrical engineering; (b) B.E/diploma holder in Mechanical Engineering; and (c) ITI technicians in Electrician, Fitter and Electronic mechanic/instrumentation trade.	
8.	List or entire staff employed along with their qualification and designation details with experience certificates and certified copy of testimonials (to be enclosed separately)	

9.	The Electrical Contractor License number with validity (attested copy to be enclosed)	
10.	Details of (i) Electrical Supervisors (ii) Electrical Wiremen Endorsed to Electrical contractor license (attested copies to be enclosed)	
11.	Whether Bank Guarantee certificate is enclosed?	
12.	Whether address proof is enclosed?	
13.	Whether GST Registration certificate, enclosed? (attested copies to be enclosed)	
14.	Details of erecting, testing instruments	
15.	Details of safety gadgets/tools	
16.	Details of logistic centre	
17.	Details of facilities of vehicles	
18.	Details of Group Insurance policy (proof to be enclosed)	
19.	Proof for having land telephone connection with Contact Number	
20.	Product catalogue of the firm/company	
21.	Registration fee paid details (an original Treasury Challan or receipt to be enclosed)	
22.	Remarks	

I/we hereby declare that the particulars given above are correct to the best of my/our knowledge. I/We will abide by all the Rules and Conditions for renewal and issue of Registration failing which our registration may be cancelled.

Date:..

Place:..

Signature:

Name:

Designation."

FORM-E1
[See sub-rule (1) of rule9]

AGREEMENT
[Note: This agreement is to be executed between owner and the registered person]

AGREEMENT

(IN ACCORDANCE WITH THE RULE AND CONDITIONS FOR GRANT OF REGISTRATION)

An agreement made on this..... day of the month ..... of the year.....between M/s./ Shri/ Smt. ..... . herein after called as the prospective owner of the one part and M/s. /Shri/ Smt. hereinafter called the Registered person of the part.

WHEREAS at the request of the prospective owner, the Registered person has agreed for the installation of Lift (s)/Escalator (s) at door No..... Street. ..... Town or Village Subject to the following conditions and also to complete and handover the same to the owner along with the test and completion report in satisfactory good working condition and in accordance with the relevant rules in force on or before.....day..... of (the month) ..... the year.....

NOW THIS AGREEMENT WITNESS AS FOLLOWS,-

(1) In this agreement unless the context otherwise required rules mean the following rules as amended from the time to time.

(a) Central Electricity Authority (Measures relating to Safety and Electric Supply) Regulations, 2023

(b) National building code, 2023

(c) The Andhra Pradesh Lifts and Escalators Rules, 2025

(d) 'BIS'. means Bureau of Indian Standards.

(e) Supply Authority means any Licensee who has undertaken to supply energy in the areas.

(2) A copy of the estimate with specifications of the materials to be used and agreed rates and the probable total cost of the work shall accompany this agreement duly signed by the prospective owner and the registered person.

(3) The registered person shall not petition for the revision of rate mentioned in the estimate (Under item 2) under any circumstances under any stage of work during the period of contract unless mutually agreed upon by the owner and registered person in writing.

(4) The registered person shall adopt any addition or alteration at the request in writing of the owner at least three days in advance to such alteration or addition. Rates for such alteration addition, if not covered in the estimate shall be mutually agreed upon in writing.

(5) All amounts received towards the works by the registered person shall be acknowledged on receipt only. Such receipt shall be preserved by the owner.

Copies of such receipts shall be preserved by registered person.

(6) The registered person may extend the period of contract for the completion of the work with the consent of the owner in writing stating clearly the period of extension agreed under intimation to the Inspector of Lifts and Escalators or authorized officer.

(7) If the delay is caused due to unsatisfactory progress of civil work such delay caused shall be immediately intimated by the registered person to the owner and the Inspector of Lifts and Escalators or authorized officer in writing and further extension of period for completing the installation work will be decided upon, in consultation with the registered person.

(8) The registered person's shall get the work done only through authorized technicians, under direct supervision of authorized engineers under his employ.

(9) The registered person shall use materials confirming to the BIS standard or other equivalent standard and execute the works as per rules.

(10) The registered person shall stand guarantee for a minimum period of one year from the date of hand over for any defect in the installation which may appear due to bad workmanship during execution and replace any defective materials and rectify the defects of bad workmanship free of cost during the guarantee period.

(11) (a) The owners shall enter into an agreement with the supply authority and pay all the required deposits towards the service mains, supervision charges monthly minimum, etc,. to the supply authority without undue delay to facilitate the registered person to get the installation tested.

(b) The registered person shall not be responsible for the delay in servicing the installation, provided that the completion report has been handed over to the owner in advance before the expiry date of the agreement period.

(12) In case of a difference or dispute between the registered person and owner during execution of work regarding the quality of materials or workmanship, the same shall be referred to the Chief Inspector of Lifts and Escalators, by either party giving seven days clear notice of his intention to do so to the other party.

(13) The Chief Inspector of Lifts and Escalators decision regarding dispute in quality of the material used and workmanship shall be final.

Signed and sealed by the said Parties……of the month……of year…….

Signature of the Owner	Signature of the registered person with seal of the firm, Registration No and Validity

In Presence of Witness

1)

2)

FORM-E2
[See Sub-rule 2 of Rule 9]

REPORT OF COMMENCEMENT OF WORK OF INSTALLATION or ADDITION / ALTERATION

Sl. No. Date ... .

To,
The Inspector of Lifts, Escalators,
.....

I/ We have undertaken the Lift or Escalator installation work as detailed below

(1) Name and Address of the owner of Lift(s) / Escalator(s)
(2) Location and Address of Lift(s) / Escalator(s)installation
(3) Nature of Installation (see note 1)
(4) Details of work
(5) Date of Commencement (see note 2)
(6) Date of Completion as per agreement
(7) Name of authorized technicians: assigned for the above job.
    1. Electrical
    2. Fitter
    3. Electronic Mechanic/ equivalent
(8) Name of apprentices (s)assigned if any
(9) Name of the authorized supervising engineers :
    1. Electrical Engineer
    2. Mechanical Engineer

Signature of Owner

Signature of the Registered person with seal of firm and Registration

Note.
1: State whether Extra High, High, Medium or Low Voltage installation and whether domestic (Light, Power, etc.), residential, commercial, Industrial, commercial cum residential etc.
2: Full details as to number of Lift/(s), Escalator/(s) erection, addition or alteration to existing and any other accessories to be given.

"FORM-E3

[See sub-rule (3) of rule 9]

Details of bill board to be displayed at the entrance of the Lift(s)/Escalator(s) installation by the registered person:

The installation/erection, addition/alteration works of the Lift(s)/Escalator(s) owned by M/s …… ……. is/are undertaken by the following registered person.

(1) Name and address of registered person with the firm name :-

(2) Registration Number with validity:-

FORM – E4

[See clause (i) of sub-rule (4) of rule 9]

Register of Supervising Engineers, technicians and Apprentices working with registered person

Sl. No	Name of Employees	Whether supervising engineer/ technicians / apprentices	Permit No. / Employee ID	Date of employment	Date of reliving	Experience certificate issued date	Remarks

Signature of Registered person

FORM–E5

[See clause (ii) of sub-rule (4) of rule 9]

Attendance Register of employees working with registered person

Name of Registered person:

Registration No:

Validity:

(Employees include, supervising engineers, technicians, office clerk/ assistant, attendants, apprentices and unskilled labour if any)

MONTH AND YEAR

Sl. No	Name	Designation	Permit No/ Employee ID	Dates starting from 1to 31						Remarks
				1	2	.	.	.	31	

Signature of Registered person

FORM – E6

[See clause (iii) of sub-rule (4) of rule 9]

Work allocation register

Name of Registered person:

Registration No;

Validity:

Sno	Date	Installation	Name Supervising Engineer	Initials of Technicians	Initials of Apprentice	Initials of Employer

Signature of Registered person

FORM – E7

[See clause (iv) of sub-rule (4) of rule 9]
Materials issue register

Name of Registered person:
Firm Name and Registration No:
Name of the work:
Name of the prospective owner / consumer and Address:

Particulars of Material issued

(give details such as quantity, make, dimension, capacity, thickness, size, speed, gauge, etc)

Note: - First few Pages of the Material issue register shall exhibit the particulars of logistic of all spare materials possessed and erection and testing instruments maintained by the registered person.

Sl. No	Date of issue	Details of Materials issued	Quantity	Make	Signature of Issuing person	Remarks

Signature of Registered person

FORM – E8
[See clause (v) of sub-rule (4) of rule 9]

Register showing Lifts, Escalators for which Erection permissions obtained

MONTH and YEAR:

Sl. No	Name and address of installation	Type of Lifts/ Escalator / passenger conveyor	No. of landings	No of passenger and Capacity	Details of Erection permission (No and date)	Date of validity	Remarks

Signature of Registered person

FORM – E9

[See clause (vi) of sub-rule (4) of rule 9]

Register showing Lifts, Escalators for which License to use is obtained

MONTH and YEAR:

Sl No	Name and address of installation	Type of Lifts / Escalator	Details of Erection Permission (No and date)	No. of landings	No of Passenger and Capacity	Details of license issued (No and date)	License Valid up to	Remarks

Signature of Registered person

FORM – E10
[See clause (vii) of sub-rule (4) of rule 9]

Register showing Lifts, Escalators for which Contract obtained for maintenance

MONTH and YEAR:

Sl No	Name and address of installation	Manufacturer/ maker of the Lifts	Type of Lifts/ escalator/ passenger conveyor	Details of license issued (No and date)	License Valid up to	Capacity	No. of landings	Date of Contract	Date of Expiry of the contract	Remarks

Signature of Registered person

FORM – F
[See sub-rule (7) of Rule 9]
TRAINING CERTIFICATE

This is to certify that Sri/ Smt .....son/ daughter of Sri.....aged.....years residing at..... has undergone training in the operation of Lift/ Escalator conducted during the period .....to .....

Photo of the Trainee

Date : ..... Signature along with seal of the Authorized Signatory of the registered person

Copy Submitted to the Chief Inspector of Lifts and Escalators.

FORM-G
[see sub-rule (1) of rule 11]
(AFFIDAVIT FOR ISSUE OF DUPLICATE COPY OF REGISTRATION)

I---------- S/o. ----------residing at..... have lost my registration certificate at .....

That my Registration certificate No..... valid up to.....was lost on..... for which I have lodged a police complaint vide No..... dt..... at.....That in the event of finding the lost Registration certificate, I undertake to surrender the same to the Chief Inspector of Lifts and Escalators.

What is stated above is true and correct to the best of my knowledge, information and belief

SIGNATURE
Photo with signature
of the applicant to be
attested by the Notary

SWORN TO BEFORE ME.

ATTESTED BY NOTARY

FORM-H
[see sub-rule (2) of rule 11]

AFFIDAVIT FOR ISSUE OF REGISTRATION BASED ON LAPSED REGISTRATION

I, ... S/o/D/o ..... hereby solemnly affirm and state as follows.

a) That I am presently residing
b) That I have/had obtained, Registration certificate No.....Valid Upto.....
c) That the Registration so detailed above has lapsed on..... and the same
d) That I intend to obtain a new Registration in lieu of the lapsed one and state that no work of the nature detailed under The Andhra Pradesh Lifts and Escalators Rules, 2025 has been executed by me during the lapsed period

I also state and affirm that whatever stated and furnished by me as above are true to the best of my knowledge, the breach of which may entail cancellation of my Registration by the Chief Inspector of Lifts, Escalators who is being approached by me for issue of the Registration.

Specimen Signature

1

2

3

Photo of the Applicant

Signature of the deponent

SWORN TO BEFORE ME.

ATTESTED BY NOTARY

FORM-H1

[see clause (ii) of sub-rule (4) of rule 12]

Maintenance Log Book

Building Name:								City/Town:			
Product Type	☐ Elevator	☐ Esacalator	☐ Passenger conveyor								
Type of visit	☐ Preventive Maintenance	☐ call out	☐ Repair	☐ Audit							
Date /Time of call out								Job status	☐ closed	☐ not closed	

Technician Name		Arrival Date		Arrival time			Restored date				Restored time	

Status on arrival:	
☐	Running correctly
☐	Not Running -on level
☐	Not-Running -Escalator/passenger conveyor
☐	Running with problem
☐	Not-Running -out of level
☐	Entrapment

Maintenance Module	completed
Basic Inspection	☐
Cleaning & Lubricating the Guides	☐
Examining the ropes and their attachments	☐
Examining the safety Devices	☐
Examining and lubricating the door locks	☐
Lubricating all moving parts	☐
Control panel module	☐
Machine module	☐
Signalization module	☐
Drive module (Escalator/passenger conveyor)	☐
Brake module (Escalator/passenger conveyor)	☐
Handrail module (Escalator/passenger conveyor)	☐
Comb plate module (Escalator/passenger conveyor)	☐
Guide Module (Escalator/passenger conveyor)	☐
Step Module (Escalator/passenger conveyor)	☐

Rectifcation Result:	
☐	Equipment running
☐	Equipment running, not yet fixed
☐	Equipment not running, not yet fixed
☐	others; (specify)

Rectification Area		
Elevator	Escalator (Passenger conveyor)	completed
Guide Rails	Drive station	☐
Doors & Entrances	Track system	☐
Machine room equipments	Truss	☐
Shaft equipments	safety signs/cladding	☐
car	Skirting	☐
car sling	Handrail system	☐
counter weight	Step Band	☐
Rope assemblies	Floor plate	☐
control system	comb carrier	☐
Drive system	Electrical system	☐
Signalization	Deckings	☐
Peripheral Devices	Balustrades	☐
Power supply	Power supply	☐
Others	Others	☐

Technician's Remarks

Additional works/parts replaced

Coustermer comments

Technician name/Employee No.				Technician Signature	
Customer Name		Date		Customer Signature	Date

FORM – I
[see sub-rule (1) of rule 13]
NOTICE TO ENTER ANY BUILDING FOR INSPECTION

Under Sub-Section (1) of Section 11 of The Andhra Pradesh Lifts and Escalators Act 2025, I hereby notify you that on ..... between ..... a.m/ p.m. I will visit the building at..... in which the..... Lift/ Escalator is installed / being installed / in connection with which an application for a license has been received for the purpose of inspecting the Lift/ Escalator installation. Further the authorized technical person of the Registered person along with testing equipments shall be present at the time of inspection

Date : Signature of Inspector of Lifts
& Escalators

To

Mr. / M/ s .....

.....

.....

FORM – J
[See sub-rule (2) of rule 13]

Form or order to be issued under sub-section (2) of Section 10 of the Andhra Pradesh Lifts and Escalators Act, 2025 for repairing Lift or Escalator and prohibiting use thereof

To Date .....

..... (the owner of the Lift/ Escalator)

1. Whereas, it appears to me that the Lift/ Escalator installed at the premises..... operating under license number.....owned by you is in an unsafe condition. I hereby call upon you under sub-section (2) of section 10 of Andhra Pradesh Lifts, Escalators and Act, 2025 to carry out such repairs and / or alterations to the said Lift/ Escalator as are stated in the accompanying sheet on or before the ..... day of ..... and to report compliance in writing to the undersigned.

2. I hereby also order that, you shall discontinue the use of the Lift / Escalator with effect from the date of receipt of this order until the repairs or alterations mentioned in the accompanying sheet are complied with and the unsafe condition of the Lift/ Escalator is removed and until a written permission to resume the working of the Lift/ Escalator is granted by the undersigned.

3. If so desired, an appeal may be filed against this order under sub section (2) of section 14 of The Andhra Pradesh Lifts and Escalators Act, 2025 to the Chief Inspector of Lifts and Escalators within thirty days from the date of this order, but not withstanding such appeal this order must be complied with, unless the appellate authority, on or before the date specified in paragraph 1 above, otherwise directs.

Date : .....

Signature of Inspector of Lifts and Escalators and Authorized officer.

FORM – K
[See rule 14]
REPORT OF ACCIDENTS

To

The Inspector of Lifts and Escalators.

.....

Under sub-section (1) of section 13 of The Andhra Pradesh Lifts and Escalators Act, 2025 (Andhra Pradesh Act No.3 of 2025), I / We hereby inform you that an accident has occurred in the Operation of Lift/ Escalator at the premises owned by me / us at..... on ....., the details of which are appended below.

1	Date and time of accident:	
2	Place of accident	
3	Name of owner	
4	Details of victim	
	(a) Name	
	(b) Father's name	
	(c) Sex of victim	
	(d) Full postal address	
	(e) Age	
	(f) Fatal/ Non fatal	
5	In case the victim is an employee of the person registered under section 12 of the Act	
	(1) Designation of such person	
	(2) Brief description of the job undertaken if any	
	(3) Whether such person was allowed to work on the job	
	Type of the Lift/ Escalator (passenger/ goods/ hospital/ service) and	
	Name, address and registration number of the registered person by whom the Lift/ Escalator/ is erected or maintained	
	(i) Describe fully the nature and extent of injuries e.g fatal/ disablement (permanent or temporary) of any portion of the body or other injuries.	

	(ii) In case of fatal accident, was the postmortem performed? (Enclose a copy)	
6	Type of the Lift/ Escalator (passenger/ goods/ hospital/ service) and License number	
7	Name, address and registration number of the registered person by whom the Lift/ Escalator/ is erected or maintained	
8	(i) Describe fully the nature and extent of injuries e.g fatal/ disablement (permanent or temporary) of any portion of the body or other injuries.	
	(ii) In case of fatal accident, was the postmortem performed? (Enclose a copy)	
9	Detailed causes leading to the accident (detailed report of the Registered person shall also be enclosed)	
10	Action taken regarding first-aid, medical attendance etc., immediately after the occurrence of the accident (give details)	
11	Whether the District Magistrate and police station concerned have been notified of the accident (if, so give details)	
12	Steps taken to preserve the evidence in connection with the accident to the extent possible	
13	Name and designation (s) of person (s) assisting, supervising the person (s) injured or met with fatal accident.	
14	Name and designation of the persons present at and witnessed the accident	
15	Any other information/ remarks	

I / We have discontinued the working of the Lift/ Escalato, pending permission to resume the working.

Place
Date:

Signature of the owner or his agent
Name:
Designation:

Address of person reporting with contact number:

Copy to the Chief Inspector of Lifts and Escalators/Inspector of Lifts and Escalators

FORM - L

[see sub-rule (1) of rule 20]

Form of Appeal Under section 14 of The Andhra Pradesh Lifts and Escalators Act, 2025

1)

\- ....APPELLANT

V/ S

2) \- .....

RESPONDENT

TO:

The Chief Inspector of Lifts and Escalators / The Principal Secretary, Energy department, Government of Andhra Pradesh.

The Petition of the Petitioner most respectfully showeth :-
The Petition of the petitioner / petitioners above named respectfully submits this petition seeking appeal against the order of the .....
The petitioners states that no other petitions has been filed by him against the order of the .....

1	Full name and address with Cell No. and E-	
2	Details of the Lifts/ Escalator installation	
3	Particulars of Decisions: 1. Reference No and Date of Authorized officer's Decision:	
	2. Reference No and Date of Inspector of Lifts and Escalator Decision:	
	Reference No and Date of Chief Inspector of Lifts, Escalators ' Decision:	
4	Section under which appeal is filed	
5	Reasons/ Grounds in connection with which the appeal preferred	
6	Any other information in support of appeal	

7	Brief facts of the dispute	
8	Prayer/ relief sought for:	
9	Grounds for prayer/ relief sought for:	
10	Receipt/ challan for having paid the fee for appeal of Rs.....as specified in Annexure 4.	

Signed

(Appellant)

VERIFICATION

I, ... the appellant, do hereby declare that what is stated above is true to the best of my information and belief.

Verified today the ..... day of .....

Signed

(Appellant)

Note.- The memorandum of appeal must be in triplicate and should be accompanied by two copies (at least one of which should be a certified copy) of the order appealed against, two copies of the relevant order of the Authorized Officer, two copies of the grounds of appeal before the first appellate authority, two copies of the statement of facts, if any, filed before the said appellate authority.

Annexure-1
[see clause (i) of rule 8]

LIST OF SAFETY GADGETS

1. Industrial Safety belts and harnesses
2. Safety shoe
3. Safety helmet-hard hats
4. Safety Goggles
5. Personal protective equipment against fall from a height-guide type fall arrestors
6. Safety harness-full body harness
7. Independent lifeline –self retracting
8. Lanyards
9. Personal alert systems
10. Flashlights/ safety lighting

ANNEXURE 2
[see clause (iv) of sub-rule (2) of rule 6]

LIST OF SPARE MATERIALS

1. COP/ hall buttons/ parts/ signal
2. Door / entrance components such as guide shoes/ lock rollers/ hanger rollers/ bushes/ door safety system components and other parts
3. Lift car Illuminations
4. Counterweight guide shoe liner
5. Car guide shoe liner
6. Door Rope
7. Brake puncher
8. Gate Lock
9. Retiring Cam
10. Mother Board
11. Safety Board
12. Phase reverse relay
13. Light switch
14. Limit switch
15. Gate lock main contact
16. Gate lock auxiliary contact
17. Power PCB
18. Door open button
19. Door open buzzer
20. Retiring cam coil
21. Brake coil
22. 230/ 110V transformer
23. Relay contactors
24. Glass Fuse

25. Storage batteries of safety/ emergency systems
26. Relevant lubricants
27. Controller parts

ANNEXURE 3
[see clause (v) of sub-rule (2) of rule 6]

LIST OF ERECTION TOOLS

1. ½" Ring and double hand spanner
2. 3/ 8" Ring and double hand spanner
3. ¼" Ring and double hand spanner
4. Spanner set 6" to 32" set spanner
5. Hammer
6. Hacksaw Frame
7. Flat File set
8. Round File set
9. Spirit Level
10. Try Square
11. Plumb Arm
12. Screw driver set
13. Cutting Pliers
14. Nose pliers
15. Wire Cutter
16. Cutting chisel
17. Screw spanner
18. Portable drilling machine
19. Stone cutting chisel
20. Carpenter chisel
21. Portable Grinding machine
22. Rail file
23. Tester
24. Multi meter
25. Tong Tester
26. Jumper kit
27. Soldering Iron set

ANNEXURE-4

FEES TO BE REMITTED FOR DIFFERENT PURPOSES UNDER THESE RULES.

Sl.No	Particulars	Fees in Rs.
A	**Rule 3 sub rule (1) (V) – fee for Erection permission**	
1	Fee for erection permission (per Lift/ Escalator of Lift/ Escalator.	2000/-
B	**Rule 4 sub rule (2) (ii) - fee for grant of license (for Initial Inspection) to use Lift or Escalator and Rule 5 sub-rule (1)- fee for renewal of license to use a Lift or Escalator**	
1	Fee for grant of license (initial inspection) or Renewal of license (per Lift/ Escalator)	3000/-
2	Additional Fee for late submission of application for renewal of license to use a Lift or Escalator for every delayed month or part thereof (per Lift/Escalator) subjected to a maximum of Rs.2500/- in addition to the fee prescribed in item No.1 above for renewal.	500/-
C	**Rule 6 sub rule (1) – fee for Registration of maker or manufacturer or other person; and Rule 11 sub rule (2) – fee for re-grant of Registration based on lapsed Registration**	
1	Fee for Registration for erection and maintenance of Lifts/ Escalator	10000/-
2	Fee for Re-grant of Registration based on lapsed Registration for erection and maintenance of Lifts/ Escalators	20000
3	Fee for Registration for maintenance of Lifts/ Escalators	5000/-
4	Fee for Re-grant of Registration based on lapsed Registration for maintenance of Lifts/ Escalator	12500
D	**Rule 7 sub rule (1) - fee for Renewal of Registration**	
1	Fee for renewal of registration for erection and maintenance of Lifts/ Escalator	10000/-
2	Fee for renewal of registration for maintenance of Lifts/ Escalator	5000/-
E	**Rule 7 sub rule (1) –penal fee for late submission (for renewal of Registration)**	
1	Penal fee for late submission (for renewal of Registration) for Lifts/ Escalator erection and maintenance	5000/-

2	Penal fee for late submission (for renewal of Registration) for maintenance of Lifts/ Escalator	5000/-
F	**Rule 11 sub rule (1) - For duplicate copy of Registration**	
1	Fee for duplicate copy of registration for erection and maintenance of Lifts/ Escalator	2000/-
2	Fee for duplicate copy of registration for maintenance of Lifts/ Escalator	1500/-
G	**Rule 15 sub rule (1)- fee for additions/ alterations to Lifts/ Escalator**	
1	Fee for additions or alterations to Lifts/ Escalator	1500/-
H	**Rule 17 sub rule (2)- Fee for periodical inspection of,-**	
1	Lifts (per Lift)	2500/-
2	Escalator (per Escalator)	3000/-
I	**Rule 18 sub rule (1)- Fee for transfer of license of ,-**	
1	Lifts/ Escalators (per Lift/ Escalator)	1000/-
J	**Rule 18 sub rule (2)- Fee for Duplicate copy of license of,-**	
1	**Lifts/Escalators (Per Lift/Escalator)**	1000/-
K	**Rule 20 sub rule (2)- fee for appeals upon:-**	
1	Dispute between owner or agent of Lift or Escalator, and the registered person with regards to quality of work and or material used	2000/-
2	An order made by Inspector of Lifts and Escalators	1000/-
3	The order made by Chief Inspector of Lifts and Escalators	2000/-
L	**For other modifications**	
1	For change of signatory or partners/ Directors of the firm/ company/ factory of registered person	1000/-
2	For change of address of registered person	500/-
3	For change of authorized engineer/ technician (per person)	500/-
4	Issue of Dismantling approval (Per Lift/Escalator)	500/-

K.VIJAYANAND
SPECIAL CHIEF SECRETARY TO GOVERNMENT (FAC)